Library Volunteer Job Description



Job Title Spanish Internet Class Assistant

Work Group Adult Services

Contact/Supervisor Maynard Martinez - 650-903-6897

Duties Working with students, troubleshooting

Internet problems, relaying feedback

to instructor.

Qualifications Knowledge of Spanish, computer

literacy, people skills

Time Needed 6 weeks only

4/19/11-5/24/11

Tuesdays - 6:45pm - 8:45pm

Training On-the-job training with supervisor or

department staff.

Importance Volunteers make a huge difference in

the class so the instructor can focus on the curriculum and students feel more

at ease.

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